



# Hesketh with Becconsall Parish Council

## Policy Document

### Statement of INTENT AS TO TRAINING

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#### 1. COMMITMENT

The Parish Council, recognising its duty as a Statutory Body with Specific Responsibilities and Duties, has committed to maintain an appropriately high level of training for its Members and Clerk.

#### 2. NEEDS & DELIVERY

- **Councillors** – The Clerk will identify in consultation with them, the needs of all Councillors on initial election or co-option to enable them to carry out their function as the decision makers of the full Council. On appointment to specific Committees or Groups or on appointment to outside bodies, the Clerk will again identify in consultation with Councillors as to what specific training is required
- **Clerk** – The Clerk will ensure that he undertakes all training necessary to carry out his duties.

#### 3. RESOURCES

The Clerk will (through membership of the Society of Local Council Clerks (SLCC) and liaison with the Local Training Partnership and Government Briefings ensure that as far as is reasonably practical he keeps up to date with legislation relating to Local Councils and allied functions.

The Clerk will ensure that Members are advised of, and encouraged to take part in, relevant training provided by the Local Training Partnership, the Principle Authorities and the professional bodies to which The Council and Clerk may be affiliated.

#### 4. EVALUATION

Members and the Clerk will, through a specific Agenda items, at the next convenient Full Council Meeting report to the meeting on courses or other training recently attended. Views of the attendees may be communicated to the training providers in the name of the Council if thought appropriate.

#### 5. REVIEW

This Statement of Intent for Training will be reviewed annually.

*This Statement of Policy was adopted on 13<sup>th</sup> October 2014 by Resolution 35/2014*

*Document Ratified by Resolution 40/2015 12<sup>th</sup> October 2015*

Ian T Cropper  
*Clerk and Proper Officer*